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## JOB VACANCIES AND OVERTIME, AUSTRALIA, MAY 1992

### SUMMARY OF FINDINGS

#### Job vacancies:

The estimated number of vacancies at 15 May 1992 on a seasonally adjusted basis was 24,800, a 6.9 per cent decrease from February 1992 and a 3.4 per cent decrease from May 1991. In original terms, May 1992 vacancies were estimated at 24,300, a fall of 11.9 per cent from February 1992.

In original terms there were 15,600 private sector vacancies recorded in May 1992, a fall of 18.3 per cent from February 1992. In the same period, public sector vacancies rose by 2.5 per cent to 8,700.

At the State level there were statistically significant movements in New South Wales and Western Australia. From the period from February to May 1992, New South Wales recorded a fall in vacancies from 10,600 to 6,500 (38.9%) while vacancies in Western Australia rose from 1,400 to 3,200 (139.0%). Of the remaining States, vacancies for Victoria fell from 6,700 to 5,800 (13.3%). Queensland and South Australia also recorded small falls for the period.

The job vacancy rate for Australia fell to 0.42 per cent from 0.46 per cent for February 1992, and 0.43 per cent

for May 1991. The present rate is the same as in November 1991.

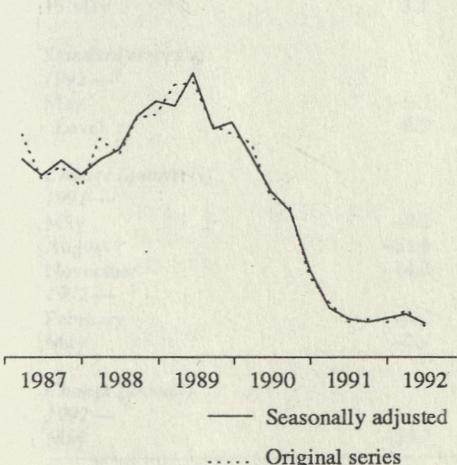
#### Overtime:

On a seasonally adjusted basis, estimated average weekly overtime hours per employee for May 1992 was 1.10 hours, down 1.5 per cent from the February 1992 estimate of 1.12 hours.

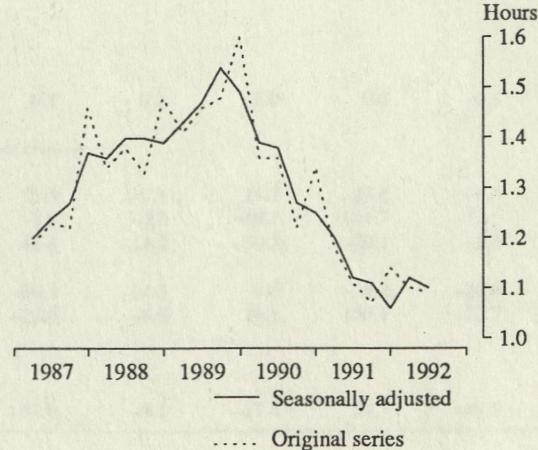
In original terms, the estimated average weekly overtime hours per employee was 1.09 hours, a 1.3 per cent decrease on the February 1992 estimate of 1.10 hours. Three of the eight States and Territories recorded decreases with Tasmania having the largest percentage fall of 13.5 per cent followed by Queensland (8.7%) and New South Wales (5.0%).

Over the year to May 1992, there was a decrease of 1.7 per cent in average weekly overtime hours per employee for Australia (1.12 to 1.10). There were decreases in four of the eight States and Territories with South Australia recording the largest decrease (12.2%), followed by Queensland with 10.4 per cent.

JOB VACANCIES, AUSTRALIA



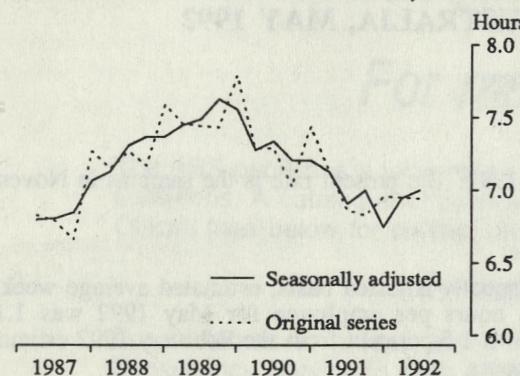
AVERAGE WEEKLY OVERTIME HOURS  
PER EMPLOYEE, AUSTRALIA



#### INQUIRIES

- for further information about statistics in this publication and the availability of related unpublished statistics, contact Errol Preston on Canberra (06) 252 6511 or any ABS State office.
- for information about other ABS statistics and services please refer to the back page of this publication.

AVERAGE WEEKLY OVERTIME HOURS  
PER EMPLOYEE WORKING OVERTIME, AUSTRALIA



On a seasonally adjusted basis, the estimate of average weekly overtime hours per employee working overtime in May 1992 was 7.00, a 0.8 per cent increase on the February 1992 estimate of 6.95 hours. Over the year to May 1992, there was a rise of 1.3 per cent in the estimate.

In original terms, average weekly overtime hours per employee working overtime in May 1992 was 6.94 hours, a decrease of 0.1 per cent on the February 1992 estimate, while in the year to May 1992, there was a rise of 1.3 per cent. At State level, Tasmania recorded the largest decrease since February 1992 (9.6%).

The seasonally adjusted estimate of the proportion of employees working overtime in May 1992 was 15.7 per cent, a decrease of 2.9 per cent from February 1992 and a decrease of 3.0 per cent since May 1991.

In original terms, the proportion of employees working overtime decreased by 1.2 per cent from February 1992. Queensland recorded the largest decrease for the quarter (7.8%). Over the year from May 1991, the proportion of employees working overtime fell by 3.0 per cent, with the largest decreases recorded in the Australian Capital Territory (12.9%) and Queensland (9.7%).

#### NOTE

The statistics of Job Vacancies and Overtime are compiled from data obtained from a sample survey of employers. Refer to paragraph 2 of the Explanatory Notes (page 9) for information regarding the sampling frame used by this survey.

IAN CASTLES  
Australian Statistician

TABLE 1. TOTAL JOB VACANCIES : PRIVATE AND PUBLIC SECTORS, STATES AND TERRITORIES

Reference date	Original series								
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia
PRIVATE SECTOR									
— '000 —									
<i>1991—</i>									
15 February	6.6	* 2.5	3.5	1.4	* 1.4	0.4	* 0.3	* 0.2	16.2
17 May	5.7	* 2.5	* 3.1	* 0.9	* 1.5	* 0.3	* 0.1	* 0.4	14.4
16 August	7.1	* 3.0	* 3.1	* 1.4	0.9	* 0.2	* 0.3	* 0.2	16.2
15 November	4.6	* 4.3	* 3.4	* 1.2	* 1.7	0.4	* 0.3	* 0.4	16.3
<i>1992—</i>									
21 February	7.4	5.4	* 3.7	* 1.0	* 0.7	* 0.3	* 0.3	* 0.2	19.1
15 May	3.4	* 3.9	* 3.6	1.0	* 2.6	* 0.3	* 0.1	* 0.5	15.6
<i>Standard errors(a)</i>									
<i>1992—</i>									
May									
Level	0.7	1.1	1.2	0.2	0.7	0.1	0.0	0.2	1.9
<i>Change (quarterly)</i>									
— per cent —									
<i>1991—</i>									
May	-14.0	2.7	-12.2	-39.8	5.9	-17.2	-60.1	59.9	-11.4
August	25.6	20.6	0.6	59.7	-39.6	-40.3	206.7	-48.5	12.6
November	-35.7	42.6	9.5	-8.8	88.9	86.0	10.5	108.0	0.7
<i>1992—</i>									
February	61.9	25.5	8.8	-21.8	-58.2	-5.2	-18.3	-40.2	16.8
May	-54.4	-27.5	-1.1	7.1	272.6	-9.1	-51.2	112.2	-18.3
<i>Change (annual)</i>									
<i>1992—</i>									
May	-40.3	56.4	18.6	21.9	77.7	-4.2	35.2	35.8	8.3
PUBLIC SECTOR									
— '000 —									
<i>1991—</i>									
15 February	5.3	1.5	2.7	0.5	0.7	0.3	0.2	1.5	12.8
17 May	4.8	1.3	1.3	* 0.6	0.7	0.4	0.2	1.5	10.8
16 August	3.8	1.1	1.6	* 0.6	0.6	0.4	0.1	1.3	9.4
15 November	3.2	0.9	1.5	* 0.8	0.6	0.3	0.1	1.2	8.6
<i>1992—</i>									
21 February	3.2	1.2	1.6	* 0.5	0.6	0.3	0.1	0.9	8.5
15 May	3.1	1.8	1.4	* 0.4	0.6	0.3	0.2	0.8	8.7
<i>Standard errors(a)</i>									
<i>1992—</i>									
May									
Level	0.3	0.4	0.1	0.3	0.1	0.0	0.0	0.1	0.6
<i>Change (quarterly)</i>									
— per cent —									
<i>1991—</i>									
May	-9.2	-14.1	-51.5	33.3	-7.6	18.2	-28.6	-1.5	-15.9
August	-21.6	-19.0	18.8	-3.8	-2.8	-10.7	-14.7	-13.6	-12.5
November	-14.7	-16.5	-4.0	40.4	-11.2	-30.3	-20.1	-2.3	-8.5
<i>1992—</i>									
February	-0.2	37.8	8.8	-36.7	14.3	0.6	-24.2	-24.6	-1.0
May	-3.1	49.6	-12.4	-22.6	-6.9	16.1	170.1	-12.7	2.5
<i>Change (annual)</i>									
<i>1992—</i>									
May	-35.3	39.5	8.8	-33.9	-8.1	-27.4	39.7	-44.5	-18.8

See footnotes at end of table.

TABLE 1. TOTAL JOB VACANCIES : PRIVATE AND PUBLIC SECTORS, STATES AND TERRITORIES—*continued*

Reference date	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Original series		Seasonally adjusted series
									TOTAL	— '000 —	
— 1991 —											
15 February	11.9	4.0	6.2	1.9	2.1	0.7	0.5	1.7	29.0	27.9	
17 May	10.5	3.8	4.4	* 1.5	2.1	0.7	0.3	1.8	25.1	25.7	
16 August	10.9	4.1	4.6	* 2.0	1.5	0.6	* 0.5	1.5	25.6	25.1	
15 November	7.8	5.2	4.9	* 2.1	2.3	0.6	* 0.5	1.6	24.9	25.8	
— 1992 —											
21 February	10.6	6.7	5.3	1.5	1.4	0.6	* 0.4	1.2	27.6	26.6	
15 May	6.5	5.8	5.1	1.4	3.2	0.6	0.4	1.3	24.3	24.8	
<i>Standard errors(a)</i>											
— 1992 —											
May											
Level	0.8	1.2	1.2	0.3	0.7	0.1	0.0	0.2	2.0	(b)	
<i>Change (quarterly)</i>											
— per cent —											
— 1991 —											
May	-11.8	-3.8	-29.4	-21.9	1.4	-0.4	-45.0	6.6	-13.4	-8.0	
August	4.0	7.0	6.1	33.1	-28.3	-23.6	69.0	-20.6	1.9	-2.1	
November	-28.4	27.2	5.0	6.0	47.3	9.5	0.9	11.9	-2.6	2.8	
— 1992 —											
February	36.3	27.6	8.8	-27.8	-40.0	-2.8	-19.8	-28.3	10.7	3.1	
May	-38.9	-13.3	-4.6	-3.3	139.0	1.8	0.8	12.3	-11.9	-6.9	
<i>Change (annual)</i>											
— 1992 —											
May	-38.0	50.6	15.6	-1.4	51.4	-17.3	38.0	-28.5	-3.3	-3.4	

(a) See paragraphs 11 to 15 of the Explanatory Notes. (b) See paragraph 12 of the Explanatory Notes.

TABLE 2. JOB VACANCY RATES, STATES AND TERRITORIES  
(per cent)

Reference date	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia
<i>1991—</i>									
15 February	0.61	0.26	0.75	0.40	0.45	0.48	0.88	1.45	0.52
17 May	0.51	0.24	0.52	* 0.30	0.43	0.44	0.46	1.43	0.43
16 August	0.54	0.25	0.52	* 0.41	0.31	0.36	* 0.75	1.26	0.44
15 November	0.39	0.32	0.53	* 0.42	0.43	0.40	* 0.73	1.38	0.42
<i>1992—</i>									
21 February	0.53	0.41	0.57	* 0.31	0.25	0.41	* 0.63	0.94	0.46
15 May	0.33	0.36	0.56	0.30	0.61	0.41	0.65	1.03	0.42
<i>Standard errors(a)</i>									
<i>1992—</i>									
May									
Level	0.04	0.07	0.13	0.07	0.12	0.06	0.08	0.18	0.03
<i>Change (quarterly)</i>									
<i>1991—</i>									
May	-16.2	-8.3	-30.9	-24.8	-5.8	-9.3	-47.3	-1.4	-17.5
August	5.1	6.1	0.2	39.4	-28.0	-17.1	62.6	-12.0	2.0
November	-27.5	28.0	2.2	1.6	41.6	11.9	-2.9	9.9	-3.1
<i>1992—</i>									
February	37.1	27.4	7.1	-27.4	-42.7	0.9	-14.1	-32.4	10.2
May	-38.5	-12.1	-1.0	-3.3	144.7	1.0	2.5	10.6	-10.7
<i>Change (annual)</i>									
<i>1992—</i>									
May	-35.8	52.1	8.5	-0.6	42.9	-5.3	39.1	-27.7	-2.8

(a) See paragraphs 11 to 15 of the Explanatory Notes.

TABLE 3. JOB VACANCIES : INDUSTRY, AUSTRALIA  
('000)

Industry	Reference date						Standard error(a)	
	1991				1992			
	15 Feb.	17 May	16 Aug.	15 Nov.	21 Feb.	15 May		
Manufacturing —	3.9	3.4	3.0	* 3.3	2.5	3.3	0.6	
Basic and fabricated metal products, other machinery and equipment, transport equipment	* 1.7	* 1.3	0.7	1.0	* 1.0	0.8	0.1	
Other manufacturing	2.2	2.0	* 2.3	* 2.3	1.5	2.5	0.6	
Non-Manufacturing —								
Electricity, gas and water	0.3	* 0.3	0.2	0.2	0.1	* 0.2	0.1	
Wholesale and retail trade	* 4.3	5.3	5.2	5.3	4.0	4.4	0.9	
Transport and storage; Communication	* 0.7	0.3	* 0.8	* 1.0	* 1.9	* 0.7	0.4	
Public administration and defence(b)	3.5	2.9	3.2	2.5	2.6	2.3	0.4	
Community services	9.4	7.8	7.0	6.4	8.2	7.6	1.1	
Other(c)	7.0	5.1	6.2	6.2	8.3	5.7	1.2	
<b>Total all industries</b>	<b>29.0</b>	<b>25.1</b>	<b>25.6</b>	<b>24.9</b>	<b>27.6</b>	<b>24.3</b>	<b>2.0</b>	

(a) Relates only to latest level estimate. See paragraphs 11 to 15 of the Explanatory Notes. (b) Excludes permanent defence forces. (c) Comprises Mining, Construction, Finance, property and business services and Recreation, personal and other services.

TABLE 4. OVERTIME : STATES AND TERRITORIES

Reference period - pay period ending on or before	Original series									Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia		
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE											
— hours —											
<i>1991—</i>											
15 February	1.21	1.14	0.94	1.18	1.60	1.24	1.21	0.89	1.18	1.20	
17 May	1.09	1.04	1.10	0.99	1.53	1.05	1.23	1.01	1.11	1.12	
16 August	1.09	1.04	1.03	0.82	1.40	1.00	1.26	0.99	1.07	1.11	
15 November	1.12	1.13	1.07	0.96	1.57	1.04	1.13	0.99	1.14	1.06	
<i>1992—</i>											
21 February	1.17	1.02	1.08	0.85	1.41	1.15	1.11	0.76	1.10	1.12	
15 May	1.12	1.05	0.99	0.87	1.46	1.00	1.32	1.09	1.09	1.10	
<i>Standard errors(a)</i>											
<i>1992—</i>											
May											
Level	0.06	0.07	0.06	0.10	0.26	0.07	0.28	0.23	0.04	(b)	
<i>Change (quarterly)</i>											
<i>1991—</i>											
May	-9.8	-8.9	17.1	-16.5	-4.1	-15.4	1.2	12.9	-5.9	-6.1	
August	-0.1	0.1	-6.5	-16.9	-8.2	-5.0	3.0	-1.6	-3.2	-1.0	
November	2.4	8.1	4.0	16.8	11.7	4.3	-10.7	0.3	6.0	-4.7	
<i>1992—</i>											
February	5.1	-9.6	0.9	-11.8	-10.4	10.7	-1.6	-23.4	-3.0	5.7	
May	-5.0	3.0	-8.7	2.5	3.8	-13.5	19.3	43.7	-1.3	-1.5	
<i>Change (annual)</i>											
<i>1992—</i>											
May	2.1	0.8	-10.4	-12.2	-4.6	-5.1	8.0	8.6	-1.8	-1.7	
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE WORKING OVERTIME											
— hours —											
<i>1991—</i>											
15 February	7.05	6.75	6.30	7.67	9.27	8.00	8.37	6.93	7.14	7.13	
17 May	6.68	6.65	6.58	6.50	9.02	6.45	8.18	6.50	6.86	6.91	
16 August	6.81	6.77	6.54	5.81	8.33	6.82	7.27	6.63	6.83	7.00	
15 November	6.76	7.03	6.26	6.86	8.79	6.77	7.44	6.72	6.96	6.75	
<i>1992—</i>											
21 February	7.23	6.82	6.60	5.36	8.42	7.01	6.78	6.08	6.95	6.95	
15 May	7.17	6.82	6.53	5.63	7.99	6.34	7.72	8.10	6.94	7.00	
<i>Standard errors(a)</i>											
<i>1992—</i>											
May											
Level	0.24	0.20	0.23	0.22	0.52	0.34	1.26	1.42	0.13	(b)	
<i>Change (quarterly)</i>											
<i>1991—</i>											
May	-5.2	-1.5	4.5	-15.2	-2.7	-19.4	-2.3	-6.2	-3.9	-3.1	
August	1.9	1.8	-0.6	-10.5	-7.7	5.7	-11.1	2.0	-0.4	1.2	
November	-0.7	3.9	-4.3	18.0	5.5	-0.8	2.3	1.3	2.0	-3.6	
<i>1992—</i>											
February	6.9	-3.1	5.4	-21.8	-4.2	3.7	-8.9	-9.4	-0.1	3.0	
May	-0.8	0.1	-1.0	5.0	-5.0	-9.6	13.9	33.2	-0.1	0.8	
<i>Change (annual)</i>											
<i>1992—</i>											
May	7.3	2.7	-0.7	-13.3	-11.4	-1.7	-5.6	24.7	1.3	1.3	

See footnotes at end of table.

TABLE 4. OVERTIME : STATES AND TERRITORIES—continued

Reference period - pay period ending on or before	Original series								Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	Aust.
PERCENTAGE OF EMPLOYEES WORKING OVERTIME										
<i>1991—</i>										
15 February	17.17	16.95	14.97	15.42	17.21	15.48	14.47	12.86	16.48	16.81
17 May	16.35	15.67	16.77	15.19	16.96	16.25	14.98	15.48	16.14	16.19
16 August	16.04	15.41	15.78	14.11	16.86	14.61	17.36	14.93	15.69	15.95
15 November	16.54	16.02	17.15	13.97	17.86	15.37	15.14	14.78	16.31	15.71
<i>1992—</i>										
21 February	16.25	14.95	16.42	15.77	16.71	16.40	16.36	12.49	15.85	16.16
15 May	15.56	15.38	15.14	15.40	18.27	15.69	17.14	13.48	15.65	15.70
<i>Standard errors(a)</i>										
<i>1992—</i>										
May Level	0.80	0.86	0.75	1.50	2.28	1.08	2.00	1.14	0.45	(b)
<i>Change (quarterly)</i>										
<i>1991—</i>										
May	-4.8	-7.6	12.0	-1.5	-1.4	5.0	3.5	20.4	-2.0	-3.7
August	-1.9	-1.7	-5.9	-7.1	-0.6	-10.1	15.9	-3.5	-2.8	-1.5
November	3.1	4.0	8.7	-1.0	5.9	5.2	-12.8	-1.0	4.0	-1.5
<i>1992—</i>										
February	-1.8	-6.7	-4.2	12.8	-6.4	6.8	8.0	-15.5	-2.9	2.9
May	-4.2	2.9	-7.8	-2.3	9.3	-4.4	4.8	7.9	-1.2	-2.9
<i>Change (annual)</i>										
<i>1992—</i>										
May	-4.8	-1.8	-9.7	1.4	7.7	-3.5	14.4	-12.9	-3.0	-3.0

(a) See paragraphs 11 to 15 of the Explanatory Notes. (b) See paragraph 12 of the Explanatory Notes.

TABLE 5. AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE : MANUFACTURING

Reference period - pay period ending on or before	Original series								Seasonally adjusted series	
	NSW	Vic.	Qld	SA	WA	Tas.	NT	ACT	Australia	Aust.
— hours —										
<i>1991—</i>										
15 February	2.87	2.34	1.84	1.99	2.37	2.11	1.67	1.52	2.39	2.42
17 May	2.73	2.49	2.01	1.51	* 2.28	1.53	2.20	2.15	2.36	2.41
16 August	2.80	2.37	2.25	1.68	2.03	1.94	2.48	2.72	2.38	2.51
15 November	2.91	2.48	2.30	2.36	2.83	1.81	1.59	3.31	2.59	2.39
<i>1992—</i>										
21 February	2.94	2.20	2.41	1.99	2.35	1.85	2.37	1.53	2.45	2.49
15 May	3.13	2.42	2.24	2.02	2.25	1.76	3.03	1.61	2.56	2.62
<i>Standard errors(a)</i>										
<i>1992—</i>										
May Level	0.27	0.16	0.19	0.18	0.23	0.11	0.34	0.27	0.11	(b)
<i>Change (quarterly)</i>										
<i>1991—</i>										
May	-4.6	6.1	9.7	-24.2	-3.6	-27.5	31.9	41.1	-1.3	-0.4
August	2.4	-4.6	11.6	11.4	-11.0	26.6	12.3	26.5	0.9	4.1
November	3.7	4.5	2.4	40.3	39.0	-6.7	-36.0	21.7	8.8	-5.1
<i>1992—</i>										
February	1.1	-11.1	4.7	-15.8	-16.9	2.0	49.6	-53.7	-5.4	4.2
May	6.7	9.8	-6.9	1.5	-4.0	-4.9	27.6	4.9	4.6	5.5
<i>Change (annual)</i>										
<i>1992—</i>										
May	14.6	-2.7	11.5	33.6	-1.4	14.6	37.3	-25.3	8.6	8.6

(a) See paragraphs 11 to 15 of the Explanatory Notes. (b) See paragraph 12 of the Explanatory Notes.

TABLE 6. OVERTIME : INDUSTRY, AUSTRALIA

Reference period - pay period ending on or before

Industry	1991			1992		Standard error(a)	
	15 Feb.	17 May	16 Aug.	15 Nov.	21 Feb.		
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE							
Mining	5.71	6.14	5.79	5.44	4.21	4.96	0.37
Manufacturing	2.39	2.36	2.38	2.59	2.45	2.56	0.11
Food, beverages and tobacco	2.60	2.41	2.50	2.64	2.64	2.54	0.19
Textiles; Clothing and footwear	2.00	2.13	1.45	1.91	1.32	1.42	0.25
Paper, paper products, printing and publishing	* 1.48	1.58	1.45	1.85	1.30	1.29	0.14
Chemical, petroleum and coal products	2.89	3.21	3.04	2.52	2.35	2.42	0.21
Basic metal products	4.26	3.95	4.00	3.80	4.31	4.61	0.28
Fabricated metal products; Other machinery and equipment	2.45	2.37	2.54	2.35	2.35	2.33	0.27
Transport equipment	1.98	1.83	1.80	1.94	2.02	2.41	0.22
Other manufacturing	2.06	2.21	2.40	3.46	3.12	3.59	0.39
Electricity, gas and water	1.88	1.83	1.64	1.62	1.90	1.84	0.03
Construction	2.87	2.42	1.57	2.08	2.23	* 1.90	0.54
Wholesale trade	1.13	1.05	1.17	1.40	1.25	1.01	0.17
Retail trade	0.63	0.61	0.63	0.64	0.54	0.56	0.05
Transport and storage; Communication	2.18	2.03	1.96	1.89	2.08	2.20	0.15
Public administration and defence(b)	0.78	0.79	0.59	0.80	0.72	0.91	0.09
Community services	0.44	0.42	0.39	0.37	0.40	0.41	0.04
Other(c)	0.42	0.37	0.49	0.37	0.40	0.35	0.04
All industries	1.18	1.11	1.07	1.14	1.10	1.09	0.04
AVERAGE WEEKLY OVERTIME HOURS PER EMPLOYEE WORKING OVERTIME							
Mining	11.56	11.60	10.89	10.89	10.31	9.97	0.36
Manufacturing	7.88	7.71	7.65	7.93	7.78	7.97	0.18
Food, beverages and tobacco	7.22	7.20	7.02	7.48	7.49	7.05	0.33
Textiles; Clothing and footwear	8.56	9.20	7.31	7.77	7.85	7.12	0.86
Paper, paper products, printing and publishing	7.08	6.91	6.28	7.33	6.52	5.66	0.39
Chemical, petroleum and coal products	9.43	9.88	8.98	8.16	7.86	9.25	0.40
Basic metal products	10.39	9.29	9.22	8.91	9.25	10.46	0.37
Fabricated metal products; Other machinery and equipment	7.17	7.07	7.86	7.31	7.83	8.00	0.31
Transport equipment	8.47	8.44	7.60	7.50	6.87	7.48	0.28
Other manufacturing	7.59	7.25	7.47	9.01	7.97	8.52	0.56
Electricity, gas and water	7.72	7.59	7.28	7.20	8.07	7.98	0.16
Construction	11.11	11.34	8.28	9.76	9.24	8.62	0.78
Wholesale trade	6.68	5.77	6.01	6.79	6.71	5.82	0.53
Retail trade	4.59	4.18	4.88	4.67	4.36	4.45	0.20
Transport and storage; Communication	7.66	7.54	7.69	7.05	7.98	8.23	0.29
Public administration and defence(b)	5.20	5.45	5.00	5.60	4.99	6.26	0.50
Community services	6.51	5.76	5.71	6.05	5.74	6.13	0.34
Other(c)	4.86	4.93	5.83	4.83	5.39	4.74	0.32
All industries	7.14	6.86	6.83	6.96	6.95	6.94	0.13
PERCENTAGE OF EMPLOYEES WORKING OVERTIME							
Mining	49.45	52.95	53.12	49.92	40.84	49.78	2.98
Manufacturing	30.37	30.63	31.14	32.69	31.52	32.16	1.04
Food, beverages and tobacco	36.06	33.44	35.62	35.25	35.18	36.05	2.52
Textiles; Clothing and footwear	23.36	23.12	19.88	24.66	16.84	19.98	1.95
Paper, paper products, printing and publishing	20.88	22.89	23.04	25.25	19.92	22.84	1.57
Chemical, petroleum and coal products	30.64	32.51	33.81	30.91	29.89	26.16	1.44
Basic metal products	41.01	42.49	43.36	42.65	46.65	44.10	1.39
Fabricated metal products; Other machinery and equipment	34.23	33.56	32.35	32.16	29.98	29.07	2.82
Transport equipment	23.39	21.67	23.74	25.84	29.47	32.25	2.18
Other manufacturing	27.18	30.54	32.08	38.39	39.20	42.08	3.08
Electricity, gas and water	24.29	24.14	22.53	22.45	23.60	23.07	0.50
Construction	25.80	21.30	18.95	21.32	24.17	22.08	4.93
Wholesale trade	16.96	18.26	19.44	20.57	18.59	17.38	2.73
Retail trade	13.74	14.59	12.96	13.75	12.32	12.69	1.01
Transport and storage; Communication	28.46	26.95	25.51	26.77	26.07	26.79	1.51
Public administration and defence(b)	15.04	14.44	11.89	14.26	14.43	14.49	0.98
Community services	6.76	7.38	6.83	6.07	6.96	6.68	0.40
Other(c)	8.62	7.59	8.36	7.71	7.41	7.34	0.67
All industries	16.48	16.14	15.69	16.31	15.85	15.65	0.45

(a) Relates only to latest level estimate. See paragraphs 11 to 15 of the Explanatory Notes. (b) Excludes permanent defence forces. (c) Comprises Finance, property and business services and Recreation, personal and other services.

## EXPLANATORY NOTES

### Introduction

This survey contains estimates of job vacancies and overtime for May 1992 based on information obtained from a sample survey of employers.

### Coverage adjustment

2. This survey uses as its sampling frame the ABS's register of businesses which is regularly updated to take account of new businesses and businesses ceasing operation. A major source of information on new businesses is group employer (GE) registrations with the Australian Tax Office. The ABS has developed an improved computerised system which reduces the delay in new businesses from this source being recorded on the register, and has completed an analysis to identify businesses which have been omitted from the register in the past. From the May 1991 survey these updates have been implemented. Assessments of the improvements to the register have revealed that the effects on the estimates of job vacancies and overtime are minor and not statistically significant. Therefore no revisions to previously published data have been made.

### Scope of the survey

3. All wage and salary earners who received pay for the reference period are represented in the survey, except:

- members of the Australian permanent defence forces;
- employees of enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- employees in private households employing staff;
- employees of overseas embassies, consulates, etc.;
- employees based outside Australia;
- employees on workers' compensation who are not paid through the payroll.

4. Also excluded are the following persons who are not regarded as employees for the purposes of this survey:

- directors who are not paid a salary;
- proprietors/partners of unincorporated businesses;
- self-employed persons such as subcontractors, owner/drivers, consultants and persons paid solely by commission without a retainer.

5. All vacancies (as defined in paragraph 4 of the Glossary) for wage and salary earners are represented in the survey, except those:

- in the Australian permanent defence forces;
- in enterprises primarily engaged in agriculture, forestry, fishing and hunting;
- in private households employing staff;
- in overseas embassies, consulates, etc.;
- located outside Australia.

### Survey design

6. A sample of approximately 5,000 employers is selected from the ABS register of businesses to ensure adequate State and industry representation. The sample is updated each quarter to take account of new businesses, those which have ceased operation and structural changes such as takeovers and mergers. The statistical unit for the survey comprises all activities of an enterprise in a particular State or Territory. Each statistical unit is classified to an industry which reflects the predominant activity of the enterprise in the State or Territory. In a small number of cases where an enterprise has significant employment in more than one industry, a separate statistical unit is created for each industry. The statistical units are stratified by State, industry and size of employment and a simple random sample is selected from each stratum.

### Historical series

7. The series were introduced in November 1983. They replaced the job vacancies and overtime series based on information from a sample of employers registered to pay payroll tax and from government organisations. Estimates contained in this publication are not strictly comparable with those obtained prior to November 1983.

### Seasonal Adjustment

8. Seasonally adjusted series are published for national estimates in Tables 1, 4 and 5. Seasonal adjustment is a means of removing the estimated effects of normal seasonal variation from the series so that the effects of other influences can be more clearly recognized. Seasonal adjustment does not remove the irregular or non-seasonal influences which may be present in any particular period. Volatile or unsystematic influences may still affect the interpretation of movement in the series, even after adjustment for seasonal variation.

9. Seasonally adjusted data for periods back to November 1983 are available on request for those adjusted series contained in this publication. Seasonally adjusted estimates for the Manufacturing industry and some Mining industry series are also available on request back to November 1983. The seasonal factors used in compiling these series are revised annually to take account of each year's original data.

10. Details about the method of seasonal adjustment of these series are available from the Assistant Director, Time Series Analysis, telephone (06) 252 6103.

### Reliability of estimates

11. As the estimates in this publication are based on information relating to a sample of employers rather than a full enumeration, they are subject to sampling variability. That is, they may differ from the figures that would have been produced if the information had been obtained from all employers. This difference, called sampling error, should not be confused with inaccuracy that may occur because of imperfections in reporting by respondents or in processing by the ABS. Such inaccuracy is referred to as non-sampling error and may occur in any enumeration,

whether it be a full count or sample. Efforts have been made to reduce non-sampling error by careful design of questionnaires, detailed checking of returns and quality control of processing.

12. The sampling error associated with any estimate can be estimated from the sample results. One measure of sampling error is given by the standard error which indicates the degree to which an estimate may vary from the value that would have been obtained from a full enumeration (the 'true' figure). There are about two chances in three that a sample estimate differs from the true value by less than one standard error, and about nineteen chances in twenty that the difference will be less than two standard errors. Seasonally adjusted estimates have a standard error similar to those applying to original series.

13. An example of the use of a standard error is as follows. If the estimated number of job vacancies was 55,000 with a standard error of 3,000, then there would be about two chances in three that a full enumeration would have given a figure in the range 52,000 to 58,000 and about nineteen chances in twenty that it would be in the range 49,000 to 61,000.

14. Movements in estimates of job vacancies and overtime are considered to be statistically significant where they exceed two standard errors.

15. Another measure of the sampling error is the relative standard error, which is obtained by expressing the standard error as a percentage of the estimate. Level estimates with a relative standard error of 25 per cent or more, denoted with an asterisk in this publication, are subject to sampling variability generally considered to be too high for most practical purposes.

#### Industry classification

16. Industry is classified according to the Australian Standard Industrial Classification (ASIC) 1983 Edition, Volume 1 - The Classification (1201.0).

#### Related publications

17. Users may also wish to refer to the following publications which are available on request:

*Information Paper: New Statistical Series: Employment, Average Weekly Earnings, Job Vacancies and Overtime* (6256.0)

*Job Vacancies, Australia* (6231.0) — issued quarterly, discontinued August 1989

*Overtime, Australia* (6330.0) — issued quarterly, discontinued August 1989

*The Labour Force, Australia* (6203.0) — issued monthly

*Average Weekly Earnings, States and Australia* (6302.0) — issued quarterly

*Employed Wage and Salary Earners, Australia* (6248.0) — issued quarterly.

18. Current publications produced by the ABS are listed in the *Catalogue of Publications, Australia* (1101.0). The ABS also issues, on Tuesdays and Fridays, a *Publications Advice* (1105.0) which lists publications to be released in the next few days. The Catalogue and Publications Advice are available from any ABS office.

#### Unpublished statistics

19. Unpublished job vacancies and overtime estimates can be made available on request for various combinations of the following variables: State/Territory, sector (public or private) and industry (broad grouping as per Table 6). It should be noted, however, that estimated lower levels of disaggregation than that published in this bulletin may be subject to sampling variability considered too high for most practical purposes. Inquiries regarding data availability and associated charges should be made to the officer whose name appears in the Inquiries box at the front of this publication.

#### Symbols and other usages

— nil or rounded to zero

\* subject to sampling variability too high for most practical purposes (see paragraph 15 above)

20. Where figures have been rounded, discrepancies may occur between sums of the component items and totals.

## APPENDIX A: GLOSSARY

*Average hours of overtime per employee* is calculated by dividing total overtime hours paid for in a particular group by the total number of employees in the same group (including those who were not paid for any overtime).

2. *Average hours of overtime per employee working overtime* is calculated by dividing total overtime hours paid for in a particular group (e.g. industry, State or Territory) by the number of employees who were paid for overtime in the same group.

3. *Employees* refers to all wage and salary earners (as defined in paragraphs 3 and 4 of the Explanatory Notes) who received pay for any part of the reference period.

4. A *job vacancy* is a job available for immediate filling on the survey reference date and for which recruitment action had been taken. Recruitment action includes efforts to fill vacancies by advertising, by factory notices, by notifying public or private employment agencies or trade unions and by contacting, interviewing or selecting applicants already registered with the enterprise or organisation. Excluded are jobs available only to persons already employed by the enterprise or organisation. This point is particularly relevant to the Australian Public Service and the Public Services of each of the States and the Territories.

Excluded are vacancies:

- of less than one day's duration;
- to be filled by persons already hired, or by promotion or transfer of existing employees;
- to be filled by employees returning from paid or unpaid leave or after industrial dispute(s);

- not available for immediate filling on the survey reference date;

- not available within the particular State or Territory to which the return relates;

- for work to be carried out under contract;

- for which no effort is being made to fill the position.

5. The *job vacancy rate* is calculated by expressing the number of job vacancies as a percentage of the number of employees plus vacancies.

6. *Overtime* is time worked in excess of award, standard or agreed hours of work for which payment is received. Excluded is any overtime for which employees would not receive payment, e.g. unpaid overtime worked by managerial, executive, etc. staff, normal shiftwork and standard hours paid for at penalty rates.

7. *Overtime hours* represent the number of hours of overtime paid for. Respondents are instructed not to convert overtime hours to their ordinary time equivalent. For example, 100 hours of overtime paid for at time and a half and 20 hours at double time would be counted as 120 hours, not 190.

8. *Reference date* for the survey is the third Friday of the middle month of the quarter. The reference date for the current survey is 15 May 1992.

9. *Reference period* for the survey refers to the last pay period ending on or before the reference date.

10. *Sector*. Public sector includes all local government authorities and government departments, agencies and authorities created by, or reporting to the Commonwealth and State Parliaments. All remaining employees are classified as private sector.



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